

**Municipal Comprehensive Plan  
2<sup>nd</sup> Annual Report**

**Name of Municipality:**      **The Town of Fenwick Island**

**Date of Plan Certification:**   **November 2007**      **Date of Report:**      **July 31, 2009**

1. Please state the municipality's accomplishments in implementing its comprehensive plan over the last year.

The Charter and Ordinance Committee continues to review charter and code for updating where needed and hosted a presentation on Renewable Energy. Accomplished:

- Stricter Building and Utility Construction code §61
- Parking review especially for handicap/ADA compliance and enhanced markings §112
- Zoning amendments for commercial areas in respect to parking in front set-backs (new construction) and a new requirement that paving in set-backs be constructed of pervious materials

The Planning Commission was successful in establishing the Cultural and Historic Preservation Sub-committee to begin an inventory of all things culturally and historically significant. The sub-committee, in partnership with the New Friends of the Fenwick Lighthouse and the Fenwick Island Society of Homeowners (FISH) will sponsor Old Fenwick Island Days in August 2009 to increase awareness of the rich cultural heritage of the area and to solicit oral histories as well as photos and documents relating to the town's history.

The Fenwick Island Town Council in cooperation with the Towns of Bethany Beach and South Bethany and the community of Sea Colony, assisted the Bethany Beach Volunteer Fire Company is establishing an ambulance service for the "Big Four" coastal communities south of the Indian River Inlet. Service began on January 1, 2009 and the first official duty of the service was to provide EMTs on stand-by at the Fenwick Freeze.

The Beach Committee continues to host the Fenwick Freeze as a fund raising event to support the Sussex County EMS and beach patrol activities. The Annual Beach Clean-up was held on May 16.

The Environmental Committee hosted a speaker who addressed Rain Gardens. The Town website now features a "Go Green" section <http://www.fenwickisland.delaware.gov/recycle.htm> to increase environmental awareness.

Title 22, Chapter 7, Section 702, Del Code requires that within 18 months of comprehensive plan adoption, lands be rezoned in accordance with the land uses provided for in the comprehensive plan. Has this process been completed? If not, why? When is it expected to be complete?

There is no call for major and/or significant rezoning in the Town's Plan. In time, the Town may implement overlays to encourage development in certain areas. This may cause a change in zoning that will be addressed at that time.

2. Has any land been annexed into the municipality since the adoption of the comprehensive plan or the last annual report? \_\_\_\_\_ Yes      X   No

# of annexations:   -0-  

# of acres annexed:   -0-  

Please list any annexations during this time period. N/A

3. The annual report is the municipality's opportunity to submit any plan corrections or minor plan amendments to the Office of State Planning Coordination for review. Does the municipality have any such corrections or minor amendments to offer at this time? If yes, please describe. (Please note that any amendments to a certified comprehensive plan may be subject to review under the Preliminary Land Use Service. Major plan amendments may require a more thorough review and/or update of the comprehensive plan)

The Town does not propose, at this time, any corrections or minor amendments.

4. Please review the recommendations and implementation items in your comprehensive plan. Indicate on the list which items are complete, underway, or not yet started. Also if there are other comments to add, please include them.

• **IO—Immediate and/or on-going Implementation Goals**

- *Recommendation 1.1*— Use the US Census and Delaware Population Consortium estimates as a starting point for determining the Town's demographics. – Waiting for results of US Census 2010
- *Recommendation 1.3*—Maintain the current orderly growth pattern. – The Town has not annexed additional property and as per Section 1 Part 1 has offered and MOU to Sussex County regarding development in the Area of Concern.
- *Recommendation 1.4*—Influence peak seasonal population through limits on occupants per bedroom for rental properties. – The Town has not considered any ordinance to restrict occupancy.

- *Recommendation 2.1*—Strengthen the existing residential zoning code provisions.  
– Review of code continues. Will review height restrictions as they apply to measuring flood plain (current vs. Base Flood Elevation) at a later date.
- *Recommendation 2.3*—Maintain the single-family detached use as a permitted use within the residential zone district. – No action required.
- *Recommendation 2.4*—Review the Town’s existing services and potential demand increases to determine year-round needs. – On-going review and action as needed.
- *Recommendation 3.2*—Work with Sussex County as its Comprehensive Plan is updated. – No action required; plan update has been approved by County Council.
- *Recommendation 3.3*—Reinforce the current general land use pattern of commercial and public uses along SR 1 and residential use throughout the remainder of town. – Public Workshop on Overlay District and its implications held on June 13, 2009.
- *Recommendation 5.1*—Take proactive steps to improve roadway safety. – 2002 Pedestrian Plan being resubmitted for consideration.
- *Recommendation 5.2*—Promote a safety-oriented culture. – On-going review and action as needed.
- *Recommendation 5.11*—Evaluate the Town’s preparedness for emergency response. – Town Manager, Public Works Department and FIPD exploring NIMS requirements and possible need for further education; Town cooperating with Sussex County Emergency Management to implement 911 Street addressing where needed.
- *Recommendation 5.12*—Support the Recycling Committee’s efforts in considering the expansion of the existing recycling program. – Town-wide voluntary curbside recycling continues at no cost to homeowners. New 3-year contract to begin October 1, 2009.
- *Recommendation 7.2*—Provide “leadership-by-example” in all town government activities by reducing the Town’s Ecological Footprint. – Town using rain barrels for a second summer; single stream recycling implemented in Town Hall; Environmental Committee continues to host speakers at monthly meetings; C&O implemented reduced fee ordinance for solar energy permits and is exploring same for other renewable energy sources.

- *Recommendation 7.3*—Preserve, protect and restore the dunes, beach and ocean. – On-going review and action as needed.
- *Recommendation 7.4*—Preserve, protect and restore the bay and canals. – On-going review and action as needed.

- **ST—Short term**

- *Recommendation 1.2*— Update the (Population and Demographic) estimates on an annual basis using a standard method. – No plan as of this date; methodology being developed by Town Manager.
- *Recommendation 2.2*—Review residential design standards. – No action.
- *Recommendation 2.6*—Explore methods of providing employee-occupied rental units on commercial properties and/or participate in a regional attainable housing program. – No action.
- *Recommendation 2.7*—Create a Cultural and Historic Commission. – The Planning Commission organized a Council-approved sub-committee to explore possible preservation efforts. Sub-committee partnering with Friend of the Fenwick Lighthouse and the Fenwick Island Society of Homeowners (FISH) to present week-long activities Old Fenwick Island Days August 1-8, 2009.
- *Recommendation 3.1*—Reinforce the determination of an Area of Concern. – Signed MOU with Sussex County for Land Planning Coordination. Waiting for County concurrence.
- *Recommendation 4.1*—Consider an optional overlay district for the SR 1 commercial area. - Public Workshop held June 13, 2009.
- *Recommendation 4.2*-Provide direction to DelDOT regarding and update of the proposed Pedestrian Plan. – Exploring possible use of 2009 Stimulus Funds for this project.
- *Recommendation 4.3*—Create incentives to preserve older beach cottages and other historic and cultural resources. – No action planned at this time.
- *Recommendation 4.4*—Establish intergovernmental agreements to enable joint planning for the area surrounding incorporated Fenwick Island. -- On-going review and action as needed; MOU with Sussex County pending.
- *Recommendation 4.5*—Cooperate with Sussex County to work with the State Historic Preservation Office to review and update their list of potential resources. – Regular attendance at Historic Sussex organization; attended Heritage Tourism workshop May 7, 2009.

- *Recommendation 4.6*—Create green building guidelines, methods and strategies. – To be addressed in the future.
- *Recommendation 4.7*—Create design guidelines for architecture that employ green building considerations. – To be addressed in the future.
- *Recommendation 4.8*—Create design guidelines for site and landscape improvements that employ green building considerations. – To be addressed in the future.
- *Recommendation 4.9*—Develop an improved sidewalk and parking plan that reduces vehicle miles traveled. – To be addressed in the future.
- *Recommendation 5.3*—Fold the transportation goals of DelDOT’s Pedestrian Plan into comprehensive improvements for the SR 1 corridor through an Overlay District. – Public Workshop June 13, 2009 to explore Overlay District.
- *Recommendation 5.4*—Enact appropriate regulations and ensure an adequate enforcement capabilities. – To be addressed in the future.
- *Recommendation 5.5*—Establish strong intergovernmental relationships to manage recreational desires of nonresidents without impact to the Town. – To be addressed in the future.
- *Recommendation 5.9*—Establish service plans and manage their implementation. – To be addressed in the future.
- *Recommendation 5.10*—Support the Emergency Operations Center to better coordinate the diverse jurisdictional plans. – Continue to support Bethany Beach Volunteer Fire Company Ambulance program.
- *Recommendation 5.13*—Create an open space master plan and a process for acquiring and/or protecting these lands. – Planning Commission formed a parks and Recreation Advisory Group to research topic for implementation purposes.
- *Recommendation 6.1*—Inventory historic and cultural resources. – On-going activity. Photos, newspapers, and oral histories collected by the Cultural and Historic Preservation Sub-committee.
- *Recommendation 6.3*—Ensure that houses are reasonably sized. – To be addressed in the future.
- *Recommendation 6.4*—Develop additional standards for site development. – To be addressed in the future.

- *Recommendation 7.1*—Educate all residing, visiting and doing business within the Town as to the area’s special environmental protection, preservation and restoration needs. – Efforts ongoing; website, town committees, and other means being used.

▪ **LT—Longer term**

- *Recommendation 1.5*—Mitigate potential impacts of planned population growth through improving efficiencies in existing infrastructure and services. – Current economic situation restricting development/growth; no need for action at this time.
  - *Recommendation 1.6*—Balance potential impacts of planned population growth with potential benefits of additional community members. – Current economic situation restricting development/growth; no need for action at this time.
  - *Recommendation 2.5*—Cooperate with regional efforts to provide attainable housing. – Current economic situation restricting development/growth; no need for action at this time.
  - *Recommendation 5.6*—Establish strong intergovernmental and interagency relationships to ensure aquifer system protection and the establishment of a backup system. – To be addressed in the future.
  - *Recommendation 5.7*—Develop plan to determine and prioritize recreational improvements. – Planning Commission Parks and Recreation Advisory Group to study needs in order to develop plan.
  - *Recommendation 5.8*—Identify funding sources to acquire, improve and maintain new recreational amenities. – Planning Commission Parks and Recreation Advisory Group will identify once open space and recreational and develop recommendation for a plan.
  - *Recommendation 6.2*—Develop a comprehensive signage program that draws, in part, upon and reinforces town history. – Cultural and Historic Preservation Subcommittee will work to introduce signage program when inventory completed.
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5. Are there any planning issues that the municipality is currently facing for which the Office of State Planning Coordination may be able to offer technical or financial assistance? (Livable Delaware Grants are available for development and implementation of comprehensive plans) If yes, please describe below.

The Town of Fenwick Island  
800 Coastal Highway  
Fenwick Island DE 19944

Request continued assistance toward developing an Overlay District with accompanying “pattern book” for construction guidance. We look forward to assistance from your office with this endeavor and with the formulation of an open-space and recreational plan.

On behalf of the Town of Fenwick Island, I respectfully submit this comprehensive plan annual report to the Office of State Planning Coordination. The information contained in the report is correct and complete.

\_\_\_\_\_  
Signature of Mayor

\_\_\_\_\_  
Date

Audrey Serio  
Printed Name of Mayor